

**DEPARTMENT OF HEALTH SERVICES
BUREAU OF EMERGENCY MEDICAL SERVICES**

**SUBSTANTIVE POLICY STATEMENT
#SP-075-PHS-EMS**

Combining Enrollees for the Didactic Instruction Portion of a Course

This substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona Administrative Procedure Act. If you believe that this substantive policy statement does impose additional requirements or penalties on regulated parties, you may petition the agency under Arizona Revised Statutes § 41-1033 for a review of the statement.

The purpose of this substantive policy statement is to notify the public of the Arizona Department of Health Services' (ADHS's) position on combining enrollees for the didactic instruction portion of a "course" as defined in A.A.C. R9-25-301(A).

The following maximum course enrollments appear in the ADHS rules:

- A.A.C. R9-25-305(B)(1) allows no more than 24 students to be enrolled in the Arizona EMT-B course,
- A.A.C. R9-25-306(B)(1) allows no more than 32 students to be enrolled in the Arizona EMT-B refresher,
- A.A.C. R9-25-307(B)(1) allows no more than 24 students to be enrolled in the Arizona EMT-I course,
- A.A.C. R9-25-308(B)(1) allows no more than 24 students to be enrolled in the Arizona EMT-P course, and
- A.A.C. R9-25-309(B)(1) allows no more than 32 students to be enrolled in the Arizona ALS refresher.

The rules listed above do not address whether a training program or ALS base hospital providing training as authorized under A.A.C. R9-25-210(C) may combine enrollees at any time during a course. However, A.A.C. R9-25-304(A)(6) and (7) require a maximum ratio of four students to one preceptor or instructor for clinical training and a maximum ratio of one student to one preceptor or instructor for field training.

ADHS interprets the rules listed above to allow a training program or ALS base hospital providing training as authorized under A.A.C. R9-25-210(C) to combine enrollees only for the didactic instruction portion of a "course" as defined in A.A.C. R9-25-301(A).

***Effective March 1, 2006
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